

CHAPTER 7 TRUSTEE'S FINAL ACCOUNT AND DISTRIBUTION REPORT CERTIFICATION THAT THE ESTATE HAS BEEN FULLY ADMINISTERED AND APPLICATION TO BE DISCHARGED (TDR)

GENERAL INFORMATION AND INSTRUCTIONS

USBA Form 101-7-TDR (uniform form attached) must be filed by the chapter 7 trustee with the United States Bankruptcy Court for all asset cases closed on or after April 1, 2009.

To assist chapter 7 trustees in completing the USBA Form 101-7-TDR, the following information and instructions are provided:

- All dollar amounts must include cents (\$x.xx).
- The date format to be followed is mm/dd/yyyy.

Paragraph 2

Assets Abandoned	Value of assets identified on the Individual Estate Property Record and Report (Form 1), column 2, which were abandoned (column 4) pursuant to 11 U.S.C. sections 554(a) or 554(c).
Assets Exempt	Value of assets identified on Form 1, column 2, which were determined by the trustee to be exempt. For assets that are partially exempt, include only the value allocable to the exempt portion of the asset.
Total Distribution to Claimants	Sum of payments to secured, priority, and general unsecured creditors.
Claims Discharged Without Payment	Scheduled unsecured claims plus non-scheduled unsecured claims where a proof of claim was filed, minus payments on unsecured claims, but not less than zero. If the proof of claim amount is different than the scheduled amount, use the proof of claim amount or the claim amount allowed by the court. The total must be adjusted for any debt determined by statute or by the court to be nondischargeable.

Total Expenses of
Administration

Total of chapter 7 and any prior chapter
administrative fees and charges.

Paragraph 3

Gross Receipts

Total gross receipts as listed on Exhibit 1.

Funds Paid to Debtor
and Third Parties

Total funds paid to debtor and third parties
as listed on Exhibit 2.

Net Receipts

Total gross receipts from Exhibit 1 minus Total
funds paid to debtor and third parties from
Exhibit 2.

Summary of Claims Chart

Itemized listing of secured claims (from Exhibit
3), priority claims (from Exhibits 4, 5, and 6), and
general unsecured claims (from Exhibit 7)
based on:

A. Claims Scheduled

Schedules D, E, and F.

B. Claims Asserted

Filed Proofs of Claim (except secured claims and
administrative fees; see below).

C. Claims Allowed

Filed Proofs of Claims minus claims disallowed
by court order.

D. Claims Paid

Disbursements by trustee.

Total

Sum of each column.

Paragraph 4

Original Chapter

Identify the chapter the case was originally filed
under.

Date Case Originally
Filed

Enter the date the case was originally filed.

Date Converted to
Chapter 7

Enter the date the case converted to chapter 7; if
there have been several conversions, enter the
date of the conversion related to this TDR.

Length of Time Pending Enter the number of months from the date the case was filed under chapter 7, or converted to chapter 7, to the date the TDR is submitted to the United States Bankruptcy Administrator, rounded to the nearest month.

Date and Signature - Enter current date and signature in the format: /s/name of trustee.

Exhibits to TDR

Exhibit 1 – Gross Receipts Identify each asset liquidated by the trustee and enter the amount received and the uniform transaction code under the applicable column heading. If an asset consists of multiple payments, combine as one asset.

Exhibit 2 – Funds Paid to Debtor & Third Parties Identify disbursements made by the trustee to the debtor and third parties, providing for each the name of the payee, a description of the reason for payment, the applicable uniform transaction code, and the amount paid. Multiple payments to the same party may be combined when the uniform transaction codes are the same. Example: Multiple payments to the debtor for exemptions may be combined on one line, but a payment to the debtor for surplus funds should be shown separately.

*Exhibit 3 – Secured Claims Itemize the claims from Schedule D, providing for each the name of the claimant, the applicable uniform transaction code, and completing the remaining columns as follows:

A. Claims Scheduled Enter claims data from Schedule D. If a claim is asserted but not scheduled, enter NA.

B. Claims Asserted Enter either the amount of the Proof of Claim or, if no Proof of Claim was filed, the amount from a payoff or closing statement. If a claim was scheduled but there is no proof of claim, payoff statement, or closing statement, enter NA.

Exhibit 3 – Secured Claims, will include those claims paid from § 506(c) receipts. Beginning April 1, 2009 §506(c) funds must be maintained in a separate bank account.

C. Claims Allowed	Enter the claim's asserted value (see B. above) or, if modified by court order, the allowed value of the claim.
D. Claims Paid	Enter the amount disbursed by the trustee to the claimant.
Exhibits 4 and 5 - Chapter 7 and Prior Chapter Administrative Fees and Charges	List each employee and his/her role in the case (e.g., John Doe, trustee; John Doe, attorney for trustee; Jane Smith, auctioneer), the applicable uniform transaction, and complete the remaining columns as follows:
A. Claims Scheduled	Enter NA for all entries.
B. Claims Asserted	Enter the amount sought based on a fee application, invoice, escrow document, or other supporting payment document.
C. Claims Allowed	Enter the claim's asserted value (see B. above) or, if modified by court order, the allowed value of the claim.
D. Claims Paid	Enter the amount disbursed by the trustee to the claimant.
Exhibit 6 – Priority Unsecured Claims	List the individual claims data from Schedule E, providing the name of the claimant, the applicable uniform transaction code, and completing the remaining columns as follows:
A. Claims Scheduled	Enter the amount of priority unsecured claims from Form 6E. If a claim is asserted but not scheduled, enter NA.
B. Claims Asserted	Enter the amount of the claim as reflected on the Proof of Claim. If there is no Proof of Claim, enter NA.
C. Claims Allowed	Enter the claims asserted value (see B. above) or, if modified by court order, the allowed value of the claim.

D. Claims Paid	Enter the amount disbursed by the trustee to the claimant.
Exhibit 7 – General Unsecured Claims	List the individual claims from Schedule F, providing the name of each claimant, the applicable uniform transaction code, and completing the remaining columns as follows:
A. Claims Scheduled	Enter amount of general unsecured claim from Form 6F. If a claim is asserted but not scheduled, enter NA.
B. Claims Asserted	Enter the amount of the claim as reflected on the Proof of Claim. If there is no Proof of Claim, enter NA.
C. Claims Allowed	Enter the claims asserted value (see B. above) or, if modified by court order, the allowed value of the claim.
D. Claims Paid	Enter the amount disbursed by the trustee to the claimant.
*Exhibit 8	Provide the Individual Estate Property Record and Report (Form 1) for the case in the format prescribed by the United States Bankruptcy Administrator.
*Exhibit 9	Provide the Cash Receipts and Disbursements Record (Form 2) for each bank account in the format prescribed by the United State Bankruptcy Administrator.

§506(c) receipts and disbursements must be identified in Form 1 and in Form 2. Beginning on April 1, 2009 §506(c) funds must be maintained in a separate bank account.